

## **FALLBROOK AIRPARK ADVISORY COMMITTEE**

FALLBROOK COMMUNITY AIRPARK  
2155 S. Mission Road, Fallbrook, CA 92028  
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### **MINUTES-DRAFT\***

**\*Pending Committee approval at their next meeting February 6, 2012.**

The meeting was called to order at 7:03 P.M. on November 7, 2011 at the Fallbrook Public Utilities District, 990 East Mission Road, Fallbrook, CA.

**ROLL CALL** Members present represent a quorum.

Ken Kalbfell	Present
Carl Morrison	Absent
David Duffer	Present
Doug Dwyer	Present
Jeff Holstein	Present

### **COUNTY STAFF/OTHERS PRESENT**

Peter Drinkwater-Director of Airports  
Leeann Lardy-Project Manager, Real Estate- Airports  
Bo Donovan-Fallbrook Airport Manager

### **DIRECTOR'S REPORT**

As a convenience to those attending for this single topic, Mr. Drinkwater briefed the committee, and those in attendance, on the movement of the office trailers currently placed on the site of the future transient ramp. Mr. Drinkwater explained that the process required staff to first offer the trailers to all other County departments. If there are no takers within the County, they will be offered to private parties willing to move them at their own expense. One such private party has already expressed interest and it is expected that the trailers will be moved off of airport property by the Christmas holiday.

### **MINUTES**

The minutes from the August 29, 2011 meeting were noted and approved as amended. Motion to approve by Mr. Kalbfell, seconded by Mr. Dwyer and passed with 4 ayes, 0 nays.

### **PUBLIC COMMENT**

There was no public comment on items not on the Agenda.

### **REAL PROPERTY REPORT**

Ms. Lardy briefed the Committee on a plan by the Fallbrook Sports Park to install shade structures on their leasehold. A copy of their site plan, showing the shelters, was presented.

Ms. Lardy also briefed the Committee on the status of the proposal by Skydive America to establish a drop zone on airport property. Copies of the correspondence between County Airports, the FAA, Skydive America and other interested parties was also presented. The issue is now in the hands of the FAA for a decision to support or deny the Airport staff's preliminary decision. It is unknown how long that final decision will take.

### **COMMITTEE BUSINESS**

Mr. Donovan presented the Committee members with workbooks for their use in conducting Committee business. The workbooks will be held by the Committee members and contain such items as the Committee's roster list, By Laws, BOS guidelines, the Brown Act, the most recent Year End Report and the previous 2 year's minutes, the current ALP and a overhead photo of the airport.

### **DIRECTOR'S REPORT (Cont.)**

Mr. Drinkwater reported that the FAA's funding process is still a bit uncertain but that the airport's development project was moving forward in phases.

The Committee asked if some smaller projects could be funded sooner and Mr. Drinkwater explained that this was possible and that the timing was right to get those projects into the ACIP plan, which was currently being assembled for all County airports. It was agreed that among those type projects, an AWOS system and reconditioning, with a seal coat, the main entrance road would be added to the ACIP.

### **CORRESPONDENCE**

Mr. Donovan reported that the usual letter from FPUD concerning the meeting dates for 2012 and reservations for the meeting room had been received. The letter and a form to reserve the meeting room had been completed and mailed back to FPUD.

### **AIRPORT MANAGER'S REPORT**

Mr. Donovan reported on a **Security Item** involving a gentleman who had been living in a travel trailer parked on the AHM leasehold. As these types of trailers and vehicles are not allowed under master lease agreements, Mr. Donovan has asked that the trailer(s) be moved from airport property by its owners. As to **Maintenance Items**, it was reported that the new main gate installation had been completed and was working

smoothly and that mowing at the airport had also been completed. The Committee asked that something be done about dirt that has eroded down onto the taxiway in places be addressed. Mr. Donovan stated that it could be done with the application of EnviroTech or perhaps even the planting of drought resistant plants to correct the problem. Mr. Donovan explained that there had been some problems with the traffic counter, since resolved, and that an accurate **Traffic Count** would be eMailed to the Committee members. Mr. Dwyer asked if they could receive traffic counts from previous years and Mr. Donovan agreed to supply that information. Mr. Donovan explained that there had been 2 complaints from nearby home owners regarding the **Rotating Beacon** and that the beacon was being adjusted.

### **NEW BUSINESS**

It was noted that Mr. Donovan would be drafting the Committee's Year-End Report with Mr. Holstein and that it would be completed and submitted to the BOS by January 31, 2012.

Mr. Dwyer informed the Committee, and those present, that former Committee Chairman and long time member, Tom Cooper had passed away. Mr. Cooper's many contributions to the Fallbrook community, the airport and the Advisory Committee were acknowledged.

### **SET AGENDA FOR NEXT MEETING**

The next regular meeting is scheduled for Monday, February 6, 2012 at 7:00 P.M.

### **ADJOURN**

A motion was made to adjourn by Mr. Kalbfell, seconded by Mr. Dwyer and passed 4 ayes, 0 nays. The meeting was adjourned at 8:13 P.M.

Bo Donovan  
Airport Manager